

CITY OF FREDERICK
WATERSHED AD-HOC COMMITTEE
MINUTES

Meeting #3
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DATE/TIME: Thursday, October 9, 2014 (1:30 p.m. – 2:30 p.m.)

LOCATION: DPW Training Room, 111 Airport Drive, East, Frederick, MD

MEETING: #3

ATTENDEES:	<u>Members</u>	<u>City</u>
	Mark Boggs	Marc Stachowski, Committee Facilitator
	Ryan Delaney	Jenny Willoughby, Sustainability Manager
	Dave Diehl	
	Sally Fulmer	<u>Maryland DNR</u>
	Anthony Iacovelli	
	Dave Kalt	Adam Miller, DNR Forestry
	Darius Mark	Dan Feller, DNR Park Service
	Pat Oliva	
	Kevin Sayers	<u>University of Maryland</u>
	John Switzer	
	Ted Trey	Ashton Harp
	Phil VanWerkhoven	Charlotte Aldebrun
	Joe Whitehair	

1. Approval of Minutes: On a motion by Mark Boggs and seconded by Dave Kalt, the minutes of September 11, 2014, were unanimously approved.
2. University of Maryland PALS Program: The City's Sustainability Manager, Jenny Willoughby, introduced Ashton Harp and Charlotte Aldebrun, graduate students from the University of Maryland studying Conservation Biology. In conjunction with the U of MD's Partnership for Action Learning in Sustainability (PALS) program, students will be performing research on the historical climate change in the Frederick Municipal Forest which will include conducting a citizen survey to help assess history, use and perception of the forest area. The students have requested the Ad-Hoc Committee's help in review of their DRAFT survey and in distribution of the completed survey to many of the user groups of the Watershed. Their efforts will result in a final report culminating their findings.
3. Sub-Committee Reports:
 - a. Sanctioned Trail Network: Darius Mark spoke on behalf of the group since Clyde Hicks, who was chosen to be Chairman/Spokesperson was unable to attend this meeting. The group has held (2) meetings in which they identified their objectives/priorities, arrived at a working definition of "Sanctioned Trail Network," discussed trail types, user groups and resources needed (*see attached copy of Sanctioned Trail Network Minutes of 09/16/14; 09/30/14*).

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Sanctioned Trail Network, Continued

- I. Chairman/Spokesperson: Clyde Hicks
- II. Resources needed:
 - i. Who maintains which roads in the Watershed and to what standard (to include gravel roads, gated fire roads (pond access, etc.) and smaller double-tracks.
 - ii. Detailed map of Heritage ESAs and/or SSPRAs from DNR.
 - iii. Details on what can and cannot happen in these areas and what review processes apply.
 - iv. Map of areas open to current and future timber harvesting.
 - v. Projected wood lot schedule for the next 24-35 months (as available); details of bid process.
 - vi. Restoration standards that the City requires of contractors post-cutting.
 - vii. Water quality testing results from DNR (fisheries) from the trout drops in the Watershed for the past (3) years.
- III. Next Steps:
 - i. Draft standards for Watershed
 - ii. Schedule Meeting

At this time, Marc noted that he needed to present an update to the Mayor and Board on the Ad-Hoc Committee's progress and suggested that a DRAFT of Standards for the Trails may be able to be submitted at one of the upcoming workshops.

- b. Long-Term Maintenance: Dave Kalt, chosen as Chairman/Spokesperson, spoke on behalf of the Sub-Committee. The group's first meeting was held on October 6th in which they discussed the original objectives laid out in the Ad-Hoc Committee's first meeting, noting that there were some additional, important items that would need to be added to cover necessary areas of long term trail maintenance for the Watershed (*See attached copy of Long-Term Trail Maintenance Minutes dated 10/06/14*). Areas needing to be addressed would include: Small projects (i.e. fixing drainage, downed trees); Large, re-routing projects; trash cleanup (utilizing various user groups, City resources such as dump trucks, etc.); addressing invasive species (coordinating projects with University of MD and DNR). Key would be to formalize a plan making it easy to have the work performed.

At this time, logging operations in the Watershed were discussed and the question was asked about the process that DNR uses to determine where harvesting/logging operations within the Watershed can be conducted. Adam Miller from DNR said that there is usually a one-year notice that could be given on what areas can and/or should be harvested. There is a Cooperative Agreement that exists between the City and DNR for Logging operations.

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Long-Term Maintenance, Continued

Outdoor Safety Training was discussed and the need to prepare any groups assisting in the maintenance of the trails be properly trained. Marc S. noted that the City holds internal safety classes which include: Outdoor Safety, Blood Borne Pathogens, Noxious Weeds, etc. Funding for the training could possibly come from user group grants.

- I. Chairman/Spokesperson: Dave Kalt; Sally Fulmer (Alternate)
 - II. Resources needed:
 - i. Agreements (copies of existing agreements/waivers to help in understanding the current process)
 - ii. Safety Training classes
 - iii. Information/Communication with DNR on logging
 - iv. Legal/Liability Waiver (for smaller projects – maybe blanket one and/or another for more specific)
 - III. Next Steps:
 - i. Meeting scheduled for 11/03/14
 - ii. Adopt a Trail Maintenance Standard
 - iii. Identify process to allow projects to be performed by groups
- c. Enforcement: Dave Diehl, chosen as the Chairman/Spokesperson for this Committee, reported that at their sub-committee meetings, discussion was held on identifying exactly what is being and what needs to be enforced, whose jurisdiction the Watershed falls under, the need for volunteers, funding and elimination of rogue trails (*see attached copy of minutes from 09/19/14 and 10/07/14*). Currently, there are a total of (6) installed/maintained boundary signs identifying the area of the Frederick Municipal Watershed. There are no signs that identify the rules or regulations of the Watershed.
- I. Chairman/Spokesperson: Dave Diehl; Mark Boggs (Alternate)
 - II. Resources needed:
 - i. Signage for known rules
 - ii. Top (5) rules/regulations (from all Ad-Hoc Committee members)
 - III. Next Steps:
 - i. Build wooden signs (4 x 3 letters) to match existing
 - ii. Meet with Sheriff
- d. Forest Stewardship Plan: Ryan Delaney spoke on behalf of the Sub-Committee and reported that at their electronic meeting of 10/09/14 (*see attached copy of meeting summary*), discussion was held on the need to gather and analyze successful Forest Management Plans, combining forest management, enforcement and parks recreation. Elements of a successful plan would include: historic recreation; goals/guidelines; accepted uses; inventory; proposals to add/alter; MOUs for user groups; and liability.

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e. Forest Stewardship Plan, Continued

- I. Chairman/Spokesperson: Ryan Delaney; John Switzer (Alternate)
- II. Resources needed:
 - i. Reference documents that DNR/City need to include in the FSP
- III. Next Steps:
 - i. Draft “Introduction”
 - ii. Draft “Outline” of Plan
 - iii. Solicit plans that have been done successfully

The meeting was adjourned at approximately 3:00 p.m.

NEXT MEETING

Thursday, November 13, 2014
1:30 p.m.
DPW Training Room